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PATENT

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March 29, 2002

Date

Jeanne Connolly

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IN THE UNITED STATES PATENT AND TRADEMARK OFFICE

Applicants : Edward D. Falso et al.

Application No. : 10/032,209 Confirmation No.: 3459

Filed : December 21, 2001

For : METHOD AND SYSTEM FOR MANAGING CONTRACTUAL RISK

Docket No. : 243768056US (25MB-0068)

Date : March 29, 2002

Commissioner for Patents  
Washington, DC 20231

TRANSMITTAL OF FORMAL DRAWINGS

Sir:

Enclosed please find 13 sheets of formal drawings (Figures 1-13) for the above-identified application.

Respectfully submitted,  
Perkins Coie LLP

Maurice J. Pirio

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Registration No. 33,273

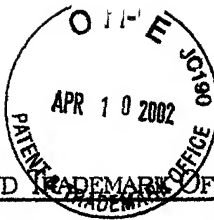
MJP:jc

Enclosures:

13 Sheets of Drawings

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| APPLICATION NUMBER | FILING/RECEIPT DATE | FIRST NAMED APPLICANT | ATTORNEY DOCKET NUMBER |
|--------------------|---------------------|-----------------------|------------------------|
| 10/032,209         | 12/21/2001          | William Alan Marriott | 243768056US            |

25096  
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RECEIVED

FEB 07 2002

PERKINS COIE LLP

CONFIRMATION NO. 3459

FORMALITIES LETTER



\*OC000000007388114\*

Date Mailed: 01/30/2002

## NOTICE TO FILE MISSING PARTS OF NONPROVISIONAL APPLICATION

FILED UNDER 37 CFR 1.53(b)

Filing Date Granted

An application number and filing date have been accorded to this application. The item(s) indicated below, however, are missing. Applicant is given **TWO MONTHS** from the date of this Notice within which to file all required items and pay any fees required below to avoid abandonment. Extensions of time may be obtained by filing a petition accompanied by the extension fee under the provisions of 37 CFR 1.136(a).

- The statutory basic filing fee is missing.  
*Applicant must submit \$ 740 to complete the basic filing fee for a non-small entity. If appropriate, applicant may make a written assertion of entitlement to small entity status and pay the small entity filing fee (37 CFR 1.27).*
- Total additional claim fee(s) for this application is \$1614.
  - \$774 for 43 total claims over 20.
  - \$840 for 10 independent claims over 3.
- The oath or declaration is missing.  
*A properly signed oath or declaration in compliance with 37 CFR 1.63, identifying the application by the above Application Number and Filing Date, is required.*
- To avoid abandonment, a late filing fee or oath or declaration surcharge as set forth in 37 CFR 1.16(l) of \$130 for a non-small entity, must be submitted with the missing items identified in this letter.
- The balance due by applicant is \$ 2484.

The application is informal since it does not comply with the regulations for the reason(s) indicated below.

The required item(s) identified below must be timely submitted to avoid abandonment:

- Substitute drawings in compliance with 37 CFR 1.84 because:
  - drawing sheets do not have the appropriate margin(s) (see 37 CFR 1.84(g)). Each sheet must include a top margin of at least 2.5 cm. (1 inch), a left side margin of at least 2.5 cm. (1 inch), a right side margin of at least 1.5 cm. (5/8 inch), and a bottom margin of at least 1.0 cm. (3/8 inch);

*A copy of this notice MUST be returned with the reply.*

Seiam

Customer Service Center

Initial Patent Examination Division (703) 308-1202

PART 2 - COPY TO BE RETURNED WITH RESPONSE

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